

BOARD OF SUPERVISORS

Brown County



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EDUCATION & RECREATION COMMITTEE

Jesse Brunette, Chair
Tim Carpenter, Vice Chair
Bill Clancy, John Vander Leest, Vicky Van Vonderen

****Please Note Time and Location****

EDUCATION & RECREATION COMMITTEE

Thursday, September 2, 2010

6:00 p.m.

**Brown County Golf Course
897 Riverdale Dr, Oneida, WI 54155**

****Tour of Golf Course at 5:15 p.m.****

- I. Call to Order.
- II. Approve/Modify Agenda.
- III. Approve/modify minutes of August 19, 2010.

1. Review Minutes of:
 - a. Library Board (July 15 & 19, 2010)

NEW Zoo

2. Zoo Monthly Activity Report - July 2010.
 - a. Operations Report.
 - i. Admissions, Revenue, Attendance.
 - ii. Gift Shop, Mayan, Zoo Pass Revenue.
 - b. Education/Volunteer Programs Report for June and July, 2010.
 - c. Curator's Report.
 - d. Director's Report.
3. Discussion of Possible Cuts to 2011 Budget (Request from Vice Chair Scray).

Museum

4. Budget Status Financial Report - July 2010.
5. Discussion of Possible Cuts to 2011 Budget (Request from Vice Chair Scray).
6. Director's Report.

Parks

7. Budget Status Financial Report - July 2010.
8. Approval of Contract to Alliance Construction for \$25,956 to Replace Horse Barn Roof at the Brown County Fairgrounds.
9. Discussion of Possible Cuts to 2011 Budget (Request from Vice Chair Scray).
10. Director's Report for July, 2010.

Library

11. Budget Status Financial Report – June and July, 2010
12. Discussion of Possible Cuts to 2011 Budget (Request from Vice Chair Scray).
13. Director's Report.

Golf Course

14. Budget Status Financial Report – July 2010.
15. Discussion and Recommendation Concerning Agreement with First Tee Organization for Three-Hole Golf Course and Practice Facility.
16. Discussion with Possible Action re: Trout Creek Agreement with the Oneida Tribe.
17. Discussion of Possible Cuts to 2011 Budget (Request from Vice Chair Scray).
18. Superintendent's Report.

Resch Centre/Arena/Shopko Hall – No Agenda Items

Other

19. Audit of bills.
20. Such other matters as authorized by law.

Jesse Brunette, Chair

Notice is hereby given that action by Committee may be taken on any of the items which are described or listed in this agenda.

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

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**PROCEEDINGS OF THE BROWN COUNTY
EDUCATION & RECREATION COMMITTEE**

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the **Brown County Education & Recreation Committee** was held on Thursday, August 19, 2010 at Brown County Fairgrounds– 1500 Fort Howard Ave, De Pere, WI

Present: Jesse Brunette, Tim Carpenter, Bill Clancy, John Vander Leest, Vicky Van Vonderen

Also Present: Rebecca Looney, Neal Anderson, Scott Anthes, Doug Hartman, Marvin Hanson, Matt Kriese, Tom Hinz, Supervisor Nicholson, Other interested parties.

I. Call to Order:

The meeting was called to order by Chairman Brunette at 6:00 p.m.

II. Approve/Modify Agenda:

Motion made by Supervisor Carpenter and seconded by Supervisor Clancy to approve agenda as modified. Vote taken. MOTION CARRIED UNANIMOUSLY.

III. Approve/Modify Minutes of June 3, 2010:

Motion made by Supervisor Clancy and seconded by Supervisor Van Vonderen to approve. Vote taken. MOTION CARRIED UNANIMOUSLY.

1. Review Minutes of:

a. Neville Public Museum Governing Board (June 28, 2010).

Motion made by Supervisor Carpenter and seconded by Supervisor Van Vonderen to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.

Museum

2. Budget Status Financial Report – June 30, 2010.

Motion made by Supervisor Carpenter and seconded by Supervisor Clancy to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.

3. Attendance & Admission for June and July, 2010.

Rebecca Looney, Curator of History, was present to represent the Neville Public Museum. The committee noted that on July 4, 2010, attendance numbers had been above average for the facility. Looney explained that this was due to reduced admission prices that were offered that day.

Motion made by Supervisor Carpenter and seconded by Supervisor Van Vonderen to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.

4. Budget Adjustment Request (#10-82): Increase in expenses with offsetting increase in revenue.

The Neville has been awarded a three-year grant for the amount of \$130,946 from the Institute of Museum Library Services. The purpose of this grant is to fund a project to catalog the museum's Green Bay Press-Gazette negative collection. Monies will be used toward the hire of two part-time, limited-term employees to catalog the collection of over one million negatives and enter it into the museum's ARGUS collections management database. A portion of the awarded amount will also be used to purchase computer equipment and software licenses for these employees.

Currently, the positions have not been filled pending approval from the Education and Recreation Committee and the County Board. It is hoped that they will be able to hire for these in October. The catalogers will work through the end of 2010, and will be kept on staff for this project through August, 2013, at which time the cataloging of this collection should be complete.

Supervisor Vander Leest asked Looney to comment on the probability of the grant being discontinued before the specified three years have passed. Looney explained that every 6 months museum staff will be required to submit a progress report to IMLS. In the event that progress does not meet expectations funding would be withdrawn. However, Looney assured the committee that this would be highly unlikely.

Vander Leest inquired as to what the total dollar amount would be for the budget adjustment related to the first year of expenses. He noted that a total amount had not been clearly listed on the request provided in the agenda materials. After some discussion it was decided that the amount to be moved was \$17,905. This is the figure listed on the budget adjustment request as the revenue that would be received from the grant for the time period of September 1, 2010 to December 31, 2010.

Motion made by Supervisor Vander Leest and seconded by Supervisor Van Vonderen to approve a budget transfer in the amount of \$17,905. Vote taken. MOTION CARRIED UNANIMOUSLY.

5. Brief Review of Strategic Plan – Final Report (6/10) 2005-2010.

Supervisor Vander Leest mentioned that in the past it had been beneficial to the museum to work in partnership with the Green Bay Packers and asked what is being done in the future regarding this. Looney explained that the idea of doing something in conjunction with the eventual release of a movie about Vince Lombardi had been discussed.

Looney commented that past, events related to the Packers had not generated substantial interest as the Hall of Fame is generally the first choice for those seeking historical information on the team. She agreed that it makes sense for the Neville to have exhibits regarding this as it is such an important part of the community; but she was not convinced of it's effectiveness as far as drawing attendance.

Vander Leest informed that he believed that if past Packer events at the museum had been marketed differently there would have been more of a draw. He commented that he feels that if the museum wants to have more partnership with the Packers, there should be events going on in conjunction with training camps. He also suggested partnering with the Hall of Fame to promote each other.

Looney agreed that cross promotion is a good idea and explained that the Neville does do this with many other local organizations. She also suggested that possibly in the past the museum had looked into this but the Hall of Fame had not seen the partnership as beneficial. She assured that the idea would be looked into.

Motion made by Supervisor Vander Leest and seconded by Supervisor Carpenter to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.

6. Resolution re: Change in Table of Organization Neville Public Museum Addition of Grant Funded Positions.

Supervisor Carpenter commented that the amounts listed on the resolution did not match the amounts specified in item #4 - a corresponding budget adjustment request. The amounts listed on Budget Request #10-82 account for a time period of September 1, 2010 to December 31, 2010. Figures listed in the fiscal impact date of the resolution specify the dates of October 1, 2010 through December 31, 2010. Looney informed that originally the hope had been to be able to fill the positions to begin in September. With the Education and Recreation Committee not meeting on the first Thursday of the month per usual, this information will not be voted on by the County Board until September. This means that the earliest these employees would be able to begin is October.

Motion made by Supervisor Van Vonderen and seconded by Supervisor Carpenter to approve. Vote taken. MOTION CARRIED UNANIMOUSLY.

7. Director's Report.

In the absence of Gene Umberger, Museum Director, Rebecca Looney reported on this item referencing information attached to the agenda for this meeting.

Motion made by Supervisor Vander Leest and seconded by Supervisor Van Vonderen to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.

NEW Zoo

8. Budget Status Financial Report – June 30, 2010.

Neal Anderson, Zoo Director, supplied a handout with July budget status information. He reported that although attendance has been down, the amount that park patrons have been spending on concessions, etc, has increased.

Motion made by Supervisor Vander Leest and seconded by Supervisor Carpenter to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.

9. Zoo Monthly Activity Report for July 2010.

a. Operations Report.

- i. Admissions, Revenue, Attendance.
- ii. Gift Shop, Mayan, Zoo Pass Revenue.

Anderson supplied statistics for July 2010 to build upon information attached to the agenda that tracked these figures through June 2010. He reported that due to rainy weather

conditions, attendance for the year is down by 20,000. Zoo staff tracks attendance as well as weather conditions, daily.

Motion made by Supervisor Vander Leest and seconded by Supervisor Van Vonderen to receive and place on file item #9a. Vote taken. MOTION CARRIED UNANIMOUSLY.

b. Education/Volunteer Programs Report for June and July, 2010.

Anderson informed the committee that the N.E.W. Zoo had begun working with vet tech interns from a local college. Zoo veterinarian, Dr. Tracy Gilbert, has been working to set this up. The facility will have about 20 vet tech interns per year. It was mentioned that one advantage of this program is that the college has diagnostic equipment that can be utilized.

Motion made by Supervisor Vander Leest and seconded by Supervisor Van Vonderen to receive and place on file item #9b. Vote taken. MOTION CARRIED UNANIMOUSLY.

c. Curator's Report.

Anderson referenced information supplied in the agenda materials. He noted that recent wet weather caused an increase in the mosquito population which in turn raises the risk of the animals contracting West Nile Virus. Zoo vets have been administering an increased number of vaccines to prevent infection and presently there has only been one animal that has contracted the virus.

Anderson briefly discussed a USDA inspection that had been done on the facility. He provided the certificate indicating that there hadn't been any compliance issues found.

Motion made by Supervisor Vander Leest and seconded by Supervisor Clancy to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.

d. Director's Report.

The N.E.W. Zoo hosted their annual 'Feast with the Beasts' event on August 2, 2010. Attendance was tallied at 980. This event funds \$22,000 of the salary for the Education and Volunteer Coordinator position at the Zoo. Donors for a 'conservation education' building are still being met with and it is hoped that this will be ready to go in the next month or two in order to start construction in spring. Anderson reported that the zoo should be breaking ground on their giant tortoise exhibit within the next two weeks.

Motion made by Supervisor Vander Leest and seconded by Supervisor Carpenter to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.

(Although shown in proper format, items #17, #18 and #19 were taken at this time.)

Parks

10. Request to approve park areas open for hunting during the 2010 season.

Motion made by Supervisor Vander Leest and seconded by Supervisor Carpenter to approve. Vote taken. MOTION CARRIED UNANIMOUSLY.

11. Request from Ashwaubenon Nordic Ski Team for waiver of trail fees in exchange for a service project and reduction of Lodge fees to winter rate for their run/race October 31, 2010 at the Reforestation Camp.

Motion made by Supervisor Vander Leest and seconded by Supervisor Van Vonderen to approve. Vote taken. MOTION CARRIED UNANIMOUSLY.

12. Request from UW-Extension 4-H Youth Development Program for waiver of facility fees at the Fairgrounds in exchange for a service project for Animal Science Days on June 21-22, 2011.

Motion made by Supervisor Vander Leest and seconded by Supervisor Clancy to approve. Vote taken. MOTION CARRIED UNANIMOUSLY.

13. Budget Status Financial Report – July, 2010.

Motion made by Supervisor Vander Leest and seconded by Supervisor Carpenter to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.

14. Budget Adjustment Request (#10-77): Increase in expenses with offsetting increase in revenue: Rails to Trails.

Motion made by Supervisor Vander Leest and seconded by Supervisor Van Vonderen to approve for the amount of \$12,718. Vote taken. MOTION CARRIED UNANIMOUSLY.

15. Director's Report for June, 2010.

Doug Hartman, Assistant Park Director; and Park Managers, Matt Kriese and Marvin Hanson briefly summarized information submitted with the agenda materials.

Supervisor Clancy inquired about vandalism of the pay stations on the Fox River Trail that had been reported. Kriese commented that the pay station near Eve's Supper Club had been cut into and funds taken. There was an additional theft attempt at a station near Porlier and Adams streets which was unsuccessful. It was reported that the amount stolen was minimal as monies are collected frequently. It was felt that these particular pay stations had been targeted due to their out of the way locations. Hanson also briefly touched on some recent park vandalism.

Hartman commented that the Parks Department is still working with the WI DOT regarding changes to Highway 29 and its impact on Pamperin Park. Supervisor Brunette would like to hold a future meeting at the park and have the committee tour the area that will be changed.

Motion made by Supervisor Clancy and seconded by Supervisor Carpenter to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.

Resch Centre/Arena/Shopko Hall

16. June and July - Attendance for the Brown County Veterans Memorial Complex.

Motion made by Supervisor Vander Leest and seconded by Supervisor Van Vonderen to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.

Golf Course

17. Budget Status Financial Report for June 30, 2010.

Motion made by Supervisor Vander Leest and seconded by Supervisor Carpenter to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.

18. Financial Statistics as of July 11, 2010.

Anthes reported that a decrease in revenue is due to an increase in play by pass holders. Also, with the recent rain pro shop cart rental has been down as they cannot rent out carts in muddy conditions.

A brief conversation regarding the Safari Restaurant ensued. The possibility of holding a closed session regarding this in September or October's meeting was discussed.

Motion made by Supervisor Vander Leest and seconded by Supervisor Carpenter to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.

19. Superintendent's Report.

Supervisor Brunette noted that he had spoken with Corporation Counsel, John Luetscher, and a draft is not yet ready for the agreement with the Oneida Tribe regarding the use of Brown County Golf Course waters for a trout conservation project.

Due to the extreme amount of water and heat this season, some of the golf course's grass and putting surfaces have been lost. Around June or July Anthes began to notice some spots in the turf that did not look healthy. Initially regular fungicide applications were administered, but the condition of the grass was still deteriorating.

Anthes submitted samples of turf to the University of Wisconsin, Madison's Turfgrass Diagnostic Lab (TDL). A copy of the report that was compiled by the lab was supplied. It was noted that with the excessive amount of rain and unusually hot night temperatures, the grass was unable to go through its normal photosynthesis and respiration processes. Anthes wanted to stress that this loss was not due to a fungus and that Brown County Golf Course is not the only local facility with this problem.

A soil professor and pathologist were brought in by Anthes to verify what TDL had assessed as the problem and it was confirmed. He briefly discussed his methods for correcting this problem.

Anthes recently met with representatives from the First Tee program to go over some building design concepts for the new facility. Building plans will be presented to the committee at the September meeting.

Anthes briefly discussed upcoming events at the Golf Course, including the Children's Charity Golf Classic on September 8, 2010, to which Hinz and Anthes encouraged board members to each donate \$10. He also noted that response has been minimal regarding the employee golf outing September 10, 2010.

A tour of the golf course was discussed for the September 2, 2010 meeting of the Education and Recreation committee. Anthes asked that this take place after the meeting as Thursday

night it is generally very busy at the course and it would be more difficult to show the committee the areas of the trout creek and First Tee projects.

Motion made by Supervisor Vander Leest and seconded by Supervisor Clancy to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.
Library – No Agenda Items.

Other

20. Audit of bills.

Motion made by Supervisor Vander Leest and seconded by Supervisor Van Vonderen to approve the audit of bills. Vote taken. MOTION CARRIED UNANIMOUSLY.

21. Such other matters as authorized by law. – None.

Motion made by Supervisor Van Vonderen and seconded by Supervisor Carpenter to adjourn at 7:03 p.m. Vote taken. MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,

Anna R. Meert
Recording Secretary

PROCEEDINGS OF THE BROWN COUNTY LIBRARY BOARD

A meeting was held on July 15, 2010 at 6:00 p.m. at the Brown County Central Library, 515 Pine St., Green Bay WI

PRESENT: TERRY WATERMOLEN, CHRIS FROELICH, JOHN HICKEY, PAUL KEGEL

EXCUSED: DENISE BELLMORE, CARLA BUBOLTZ, MONICA GOLOMSKI, KATHY PLETCHER, TONY THEISEN

ALSO PRESENT: LYNN STAINBROOK, LORI DENAULT, SUE LAGERMAN, CURT BEYLER, (staff); BOB HEIMANN (Brown County Information Services Director); LONN FRYE AND TONY ROSALES. (FGM Arch); DAVE SACHS (Boldt); and MICHAEL KADOW (Somerville)

A quorum was not present. No action was taken on any agenda items.

President Terry Watermolen called the meeting to order at 6:00 p.m.

APPROVAL/MODIFY AGENDA

Terry recommended that agenda item 4(c) be moved to 4(a) in the interest of the guests attending.

MINUTES, BILLS AND COMMUNICATIONS

Lori Denault reported that the bills did not contain any out of the ordinary expenses.

Communications shared with the Board included a letter from a Pulaski Library patron complimenting the staff and the programs offered to children and a copy of the letter sent to Comprise regarding the Library Payment Centers.

OPEN FORUM FOR THE PUBLIC

No members of the public were present.

FACILITIES REPORT

a. Central Library Renovation update Lonnn Frye presented the department plans that were created after meeting with Central Library staff and department heads. The plans will be updated based on feedback received. The goal for each floor of the library is to make them easy-to-use people spaces. Drive-up return and pick-up windows, additional self-checks, individual and group conference rooms, RFID technology, open areas, café, glass, good visibility from the street, LEED tenets, transitional spaces, green roof and many other ideas will make the library appealing, efficient, and sustainable. Together with the project team of Boldt and Somerville, studies will be conducted on stairwells, number of toilets needed based on occupancies, structural analyses, building envelope, and construction timelines. Paul Kegel asked about a schedule of incremental steps for the renovation. Frye indicated that he thinks that it is financially reasonable for the library to move out for a designated amount of time. Michael Kadow supported this and noted that better bids from contractors would be likely if the work can be done all at once. The floor plans increase usable, flexible space for the public which allow for a variety of events. Terry noted that we will be gaining space through efficiency and it will be great to watch all of this unfold.

Lonnn plans to attend the August Library Board meeting to finalize the directions for the project and present alternates and the September Library Board meeting to present more complete information. The first draft should be complete by October 1. After a period for feedback, a final draft will be presented at the October Library Board meeting. He is willing to present to the Ed & Rec committee on December 2 and the County Board on December 15.

b. Solar Energy Project at Kress Lynn reported that the group was in the fundraising stage and that a grant application was submitted to the Green Bay Packer Foundation. If the sufficient amount of money is not raised by the August 1 deadline, the project timeline would be pushed back until the Spring.

b. Energy Conservation Methods Update Curt reported that there had not been much progress. Much time was spent on emptying and donating and/or disposing of the contents of the storage room that will become the Friends of the Library's book sale sorting and storage room. ECMs that were completed involved exhaust fans at Ashwaubenon; tuck points and an exterior door at Southwest; and outdoor lighting at Central. The Central Library has also been dealing with roof leaks – some as a result of the roof drain. Two of the online catalogs were destroyed as a result of 4 of the leaks. They have been replaced. Weyers-Hilliard experienced leaks in the windows of the silo during a recent storm with strong winds.

The new Maintenance Mechanic starts on Monday, July 19. This will be of great relief to the Maintenance Department as they also have an open Housekeeper position.

ACCOUNTANT'S REPORT

a. Financial Report The May financial report was presented.

b. Acceptance of Gifts Grants and Donations The June Gifts, Grants and Donations report was presented as follows:

June, 2010 Gifts & Donations

Bharat Pathakjee & Susan Waraczynski	100.00	East DVDs
Mary & Sandy Bohman	200.00	Adopt A Program
GGBCF/Wrightstown Area Library Committee	4,496.45	Wri Operating Exp.
Nicolet Federated Library System - Gates Grant	15,600.00	Computer Equip.
Ashwaubenon	26.26	Donation Box
Bookmobile	6.55	Donation Box
East	39.95	Donation Box
Weyers/Hilliard	251.55	Donation Box
Central Circulation	41.38	Donation Box
Kress	7.00	Donation Box
Adult Services	6.11	Donation Box
Pulaski	5.92	Donation Box
Southwest	29.74	Donation Box
Wrightstown	10.05	Donation Box
Total Donations	\$ 20,820.96	

Federal & State Grants

Nicolet Federated Library System	\$ 21,018.32	Technology
Nicolet Federated Library System	13,658.34	Collection Development
Nicolet Federated Library System	60.00	Continuing Education
Total Grants	\$ 34,736.66	

BUDGET

Lori presented the Budget Worksheet Report that shows a shortage of \$130,885.00. Discussion took place on how to balance the budget in order to submit it. Different scenarios were presented including un-funding open positions; reducing positions; eliminating services; and cutting the book budget – none of which are favorable. The Board is extremely limited in their options. Since the majority of the Board was not present, Terry suggested scheduling a special meeting to further discuss what options to choose. He also reiterated how the library has been working to improve the collection in order to bring it up to the state's minimum standard and what a detriment it would be to fall away from that now.

Lynn completed the 2011 Capital Outlay form as directed to include the cost for an architectural and engineering final design for the renovation of the Central Library with an exact dollar figure to be presented in 2012.

INFORMATION SERVICES REPORT ON SERVICES RECEIVED Bob Heimann reported that 42 laptops were at Camera Corner and Sarah Evers will build an image on one and install on the others. They will then be ready for installation. Some time was lost while figuring out the software and hardware numbers but it is not detrimental to the overall timeline. I.S. projects are progressing and Bob met with Monica and Kathy and all are in agreement with the schedule. Lynn commented that the Tech Atlas PC inventory completion deadline has been changed from August 30 to August 27.

NICOLET FEDERATED LIBRARY SYSTEM

John Hickey reported that the board met at the Oconto Falls Library. Any projects that can be submitted to NFLS for funding should be kept in mind.

LIBRARY OPERATIONS MANAGER SEARCH

Lynn and Kathy had a telephone conference with Miriam Pollack who reported that there were 34 applications. She narrowed them to 15 and has conducted telephone interviews with seven of them. She will continue interviews with the other eight. One application stood out well above the others and that resume has been sent to Kathy Pletcher who shared it with Carla. This applicant probably would not have been found without the use of the search firm. Terry noted that

without the Operations Manager position filled, what phenomenal hard work the administrative staff of Lori, Sue and Curt has done – taking on additional responsibilities and working extra hours and Lynn agreed.

PRESIDENT'S REPORT

Terry thanked the Board members present for attending.

DIRECTOR'S REPORT

Lynn reported, on a personal note, that she had a very nice vacation.

SUCH OTHER MATTERS AS ARE AUTHORIZED BY LAW

Paul commented that he and Monica met with Felice Maciejewski, Library Director of the Miriam B. and James J. Mulva Library at St. Norbert College, to discuss how to cooperatively work together. As an example – using BCL library cards at the St. Norbert's Library and vice versa. Monica will give a report at the next meeting on the other items discussed.

ADJOURNMENT

The meeting adjourned at 8:15 p.m.

NEXT REGULAR MEETING

August 19, 2010

Central Library

6:00 p.m.

Respectfully submitted,

Carla Buboltz, Secretary

Sue Lagerman, Recording Secretary

PROCEEDINGS OF THE BROWN COUNTY LIBRARY BOARD

A special meeting was held on July 19, 2010 at 6:30 p.m. at the Brown County Central Library, 515 Pine St., Green Bay WI

PRESENT: TERRY WATERMOLEN, DENISE BELLMORE, CHRIS FROELICH, JOHN HICKEY, PAUL KEGEL and KATHY PLETCHER

EXCUSED: CARLA BUBOLTZ, MONICA GOLOMSKI, TONY THEISEN

ALSO PRESENT: LYNN STAINBROOK, LORI DENAULT (staff)

President Terry Watermolen called the meeting to order at 6:30 p.m.

APPROVAL/MODIFY AGENDA

There were no modifications to the agenda. Motion by Kegel, seconded by Froelich to approve the agenda. Motion carried.

APPROVE JUNE, 2010 MEETING MINUTES

Motion by Hickey, seconded by Pletcher to approve the June meeting minutes. Motion carried.

APPROVE MAY, 2010 FINANCIAL REPORT

Motion by Hickey, seconded by Froelich to approve the May, 2010 financial statements. Motion carried.

ACCEPT JUNE, 2010 GIFTS GRANTS AND DONATIONS

Motion by Kegel, seconded Pletcher to approve the June Gifts, Grants and Donations report. Motion carried.

2011 BUDGET

The 2011 budget shows a shortfall of approximately \$130,000. Options to make up this amount include decreasing the materials (book) budget; cutting staff; or reducing services. Terry mentioned that the library has worked hard to grow and maintain the book budget and didn't want to see that be reduced and also the library is about as short as it can get with personnel so cutting staff is not really an option. He recommended that the library use the fund balance to offset this difference. The library could do this for the 2011 budget because the monies are there due to open positions that occurred throughout the year. Terry noted that he doesn't really want to use the fund balance to fill the budget gap but feels it is warranted in this situation. There will be some money left to allow the library to fund needed building improvements. This option to use the fund balance will allow the library to maintain current staff and services. After further discussion, motion by Kegel, seconded by Hickey to submit a balanced budget, using the fund balance to cover the estimated difference of \$130,885 if needed. Motion carried unanimously.

A second request by the county was to submit a budget that includes an additional 5% reduction. If mandated, the library would have no choice but to meet this reduction by cutting staff wages and fringe benefits resulting in 2 or 3 services/branch closings. These decisions would have to be determined at the time. Motion by Kegel, seconded by Froelich to meet the request for an additional 5% reduction by closing 2 or 3 services/branches resulting from a reduction in staff wages and fringes.

Lynn Stainbrook reviewed the 2011 Capital Outlay document the Board had directed her to complete. It includes the cost for the engineering/architectural final design for the Central Library's renovation and notes that the 2012 document would include the construction costs. The Board directed Stainbrook to submit this form.

SUCH OTHER MATTERS AS ARE AUTHORIZED BY LAW

None.

ADJOURNMENT

Motion by Froelich, seconded by Kegel to adjourn the meeting. Motion carried.

The meeting adjourned at 7:20 p.m.

NEXT REGULAR MEETING

August 19, 2010

Central Library

6:00 p.m.

Respectfully submitted,
Carla Buboltz, Secretary
Sue Lagerman, Recording Secretary

1a

**NEW ZOO
GIFT SHOP, MAYAN
ZOO PASS REVENUE**

**2010 REPORT
2008, 2009, 2010**

Paws & Claws Gift Shop					2008	2009	2010
	2008	2009	2010	(-)/(+)	PER CAP	PER CAP	PER CAP
January	\$ 595.37	\$ 830.17	\$ 1,100.43	\$ 270.26	\$ 0.95	\$1.03	\$ 1.32
February	\$ 729.81	\$ 2,830.32	\$ 1,733.75	(\$1,096.57)	\$ 1.60	\$1.12	\$1.05
March	\$ 5,757.22	\$ 5,913.59	\$ 10,694.13	\$ 4,780.54	\$ 0.98	\$0.87	\$ 0.91
April	\$ 11,995.58	\$ 15,107.46	\$ 25,606.74	\$ 10,499.28	\$ 0.94	\$0.67	\$ 0.87
May	\$ 38,492.16	\$ 36,771.02	\$ 41,462.02	\$4,691.00	\$ 1.02	\$0.87	\$ 1.09
June	\$41,888.73	\$44,494.48	\$45,906.57	\$ 1,412.09	\$ 0.86	\$0.83	\$ 1.10
July	\$ 49,126.63	\$ 49,436.74	\$ 44,312.40	\$ (5,124.34)	\$ 1.00	\$0.89	\$ 1.13
August	\$ 47,225.06	\$ 41,274.65			\$ 0.99	\$0.98	
September	\$ 13,785.69	\$ 16,858.13			\$ 0.81	\$0.78	
October	\$ 10,721.05	\$ 13,326.57			\$ 0.45	\$0.94	
November	\$ 2,416.52	\$ 4,147.86			\$ 0.75	\$0.69	
December	\$1,650.35	\$1,708.66			\$ 1.08	\$1.32	
TOTAL	\$224,384.17	\$232,699.65	\$170,816.04	\$ 15,432.26	\$ 0.95	\$ 0.92	\$ 1.07

Mayan Taste of Tropic					2008	2009	2010
	2008	2009	2010	(-)/(+)	PER CAP	PER CAP	PER CAP
January	\$ 504.56	\$ 589.33	\$ 1,702.25	\$ 1,112.92	\$0.81	\$0.73	\$2.04
February	\$ 519.75	\$ 1,773.79	\$ 2,542.97	\$769.18	\$1.14	\$0.70	\$1.54
March	\$ 3,085.18	\$ 4,509.88	\$ 13,071.01	\$8,561.13	\$0.52	\$0.66	\$1.11
April	\$ 9,874.56	\$ 13,320.22	\$ 22,461.64	\$9,141.42	\$0.77	\$0.59	\$0.77
May	\$ 26,304.66	\$ 32,991.35	\$ 40,170.65	\$7,179.30	\$0.69	\$0.78	\$1.06
June	\$39,309.12	\$38,201.67	\$44,864.86	\$6,663.19	\$0.80	\$0.71	\$1.08
July	\$ 35,774.78	\$ 44,643.82	\$ 48,815.59	\$4,171.77	\$0.73	\$0.79	\$1.25
August	\$ 38,943.79	\$ 41,662.95			\$0.82	\$0.99	
September	\$ 12,100.87	\$ 16,925.85			\$0.71	\$0.78	
October	\$ 17,378.85	\$ 12,192.65			\$0.73	\$0.86	
November	\$ 1,842.95	\$ 4,135.12			\$0.57	\$0.69	
December	\$ 1,730.81	\$ 1,960.99			\$1.13	\$1.52	
TOTAL	\$187,369.88	\$212,907.62	\$173,628.97	\$ 37,598.91	\$0.79	\$ 0.82	\$ 1.26

ZOO PASS							
MONTH	2008	2009	2010	(-)/(+)	NEW	RENEWAL	TOTAL
January	\$1,389.00	\$ 1,827.00	\$2,317.00	\$ 490.00	16	23	39
February	\$ 1,353.00	\$ 3,977.00	\$ 3,177.00	\$ (800.00)	16	32	48
March	\$ 8,216.00	\$ 12,073.00	\$17,882.00	\$ 5,809.00	131	153	284
April	\$ 21,320.00	\$ 20,447.00	\$ 24,530.00	\$ 4,083.00	199	191	390
May	\$ 23,609.00	\$ 32,600.00	\$ 28,047.00	\$ (4,553.00)	162	287	449
June	\$18,958.00	\$23,237.00	\$25,770.00	\$ 2,533.00	132	276	408
July	\$ 18,800.00	\$ 20,025.00	\$ 18,033.00	\$ (1,992.00)	63	227	290
August	\$ 11,732.00	\$ 12,308.00					
September	\$ 6,444.00	\$ 7,278.00					
October	\$ 5,022.00	\$ 2,739.00					
November	\$ 2,855.00	\$ 3,944.00					
December	\$ 5,115.00	\$ 8,273.00					
TOTAL	\$124,813.00	\$148,728.00	\$119,756.00	\$ 5,570.00	719	1189	1908

Gift Shop, Mayan and Admissions Revenue

July 2010

Day	Date	Gift Shop	Concessions	Admissions	Vending	Zoo Pass	Il Adopt/zoo	Donation	Cons. Fund	Misc	Special Event	Attend.	Temp/W
Thu	1	1,291.20	1,575.91	3,574.00	1,221.80	636.00	-	-	-	15.17	328.00	1235	78, 1
Fri	2	1,474.63	1,876.32	3,909.00	1,169.67	497.00	-	-	40.00	3.79	43.00	1309	82, 1
Sat	3	1,364.77	1,949.59	5,059.00	1,726.16	448.00	-	-	-	15.17	245.05	1554	90, 1
Sun	4	965.92	1,129.63	3,005.00	1,037.92	315.00	-	-	-	7.58	-	922	83, 1, 2, 3
Mon	5	912.76	934.05	2,114.26	400.00	510.00	-	-	-	-	-	698	85, 2, 3
Tue	6	1,080.04	984.30	2,560.00	711.85	482.00	45.00	-	-	7.58	855.00	825	88, 1
Wed	7	1,736.82	1,307.82	3,035.00	1,374.03	746.00	-	1.00	-	7.58	315.00	1246	87, 2, 3
Thu	8	1,092.05	1,120.06	2,548.00	725.12	1,068.00	150.00	-	1.00	1.90	292.00	790	85, 1
Fri	9	1,721.00	2,037.53	4,543.57	1,393.36	887.00	300.00	2.01	-	17.06	121.00	1461	87, 1
Sat	10	2,668.43	2,512.31	5,825.85	1,413.74	318.00	-	-	-	11.37	1,517.00	2173	82, 1
Sun	11	1,358.61	2,179.18	5,131.00	2,363.44	512.00	30.00	-	-	7.58	-	1586	78, 1, 2
Mon	12	861.47	1,349.45	2,500.00	676.78	1,229.00	-	100.00	-	7.58	-	731	75, 1
Tue	13	1,885.90	1,577.77	3,599.00	1,186.73	565.00	40.00	-	-	7.58	-	1546	81, 1
Wed	14	1,245.69	817.11	2,487.00	785.33	1,344.00	25.00	-	2.00	1.90	-	873	80, 1, 2, 3
Thu	15	988.43	1,125.98	2,667.00	475.59	699.00	150.00	-	-	5.69	-	862	75, 1
Fri	16	1,816.00	1,813.98	4,052.00	981.04	369.00	-	-	-	18.96	-	1366	85, 1
Sat	17	2,106.15	3,813.76	7,488.66	2,943.73	251.00	-	-	4.00	17.06	218.28	2360	83, 1
Sun	18	1,226.90	1,035.01	3,479.25	959.24	315.00	-	308.00	-	9.48	-	812	75, 1, 2
Mon	19	1,207.84	1,241.60	2,647.00	950.24	969.00	55.00	20.00	-	3.79	-	880	84, 1, 2
Tue	20	1,313.50	1,414.83	2,764.00	811.85	622.00	10.00	-	26.00	1.90	50.00	859	82, 1
Wed	21	2,360.43	2,003.99	3,783.09	2,176.87	374.00	-	-	1.00	15.17	-	2334	80, 1
Thu	22	449.36	259.86	703.50	55.92	674.00	-	-	-	-	-	197	66, 3
Fri	23	1,498.82	1,315.61	2,765.91	919.43	190.00	-	-	1.00	15.17	-	981	87, 1
Sat	24	1,324.58	1,497.68	4,571.14	1,692.04	433.00	-	-	0.25	11.37	-	1403	80, 1, 3
Sun	25	2,153.91	2,955.48	7,267.05	2,332.91	500.00	24.00	-	-	32.23	-	2567	85, 1
Mon	26	1,252.92	1,727.16	3,359.00	1,027.49	987.00	50.00	-	-	11.37	-	1118	82, 1
Tue	27	924.70	1,143.70	2,852.00	735.07	118.00	150.00	-	-	17.06	50.00	925	88, 1
Wed	28	1,576.45	1,899.45	4,004.00	1,232.23	758.00	-	-	-	11.37	-	1984	78, 1
Thu	29	1,250.64	1,491.29	6,088.90	1,406.40	241.00	125.00	-	-	13.27	-	1288	81, 1
Fri	30	1,572.06	1,449.71	3,661.01	2,204.98	623.00	140.00	57.00	-	13.27	-	1230	80, 1, 2
Sat	31	1,630.42	1,275.47	3,610.00	1,081.52	182.00	-	-	-	3.79	-	1027	70, 3, 2, 1
Total		\$ 44,312.40	\$ 48,815.59	\$ 115,654.19	\$ 38,172.48	\$ 17,862.00	\$ 1,224.00	\$ 483.99	\$ 75.25	\$ 312.79	\$ 4,034.33	39,142	

Weather Ke 1 = Sunny 2 = Overcast 3 = Rain

4 = Snow

Volunteers

Total Attendance

39142

7/31/2010

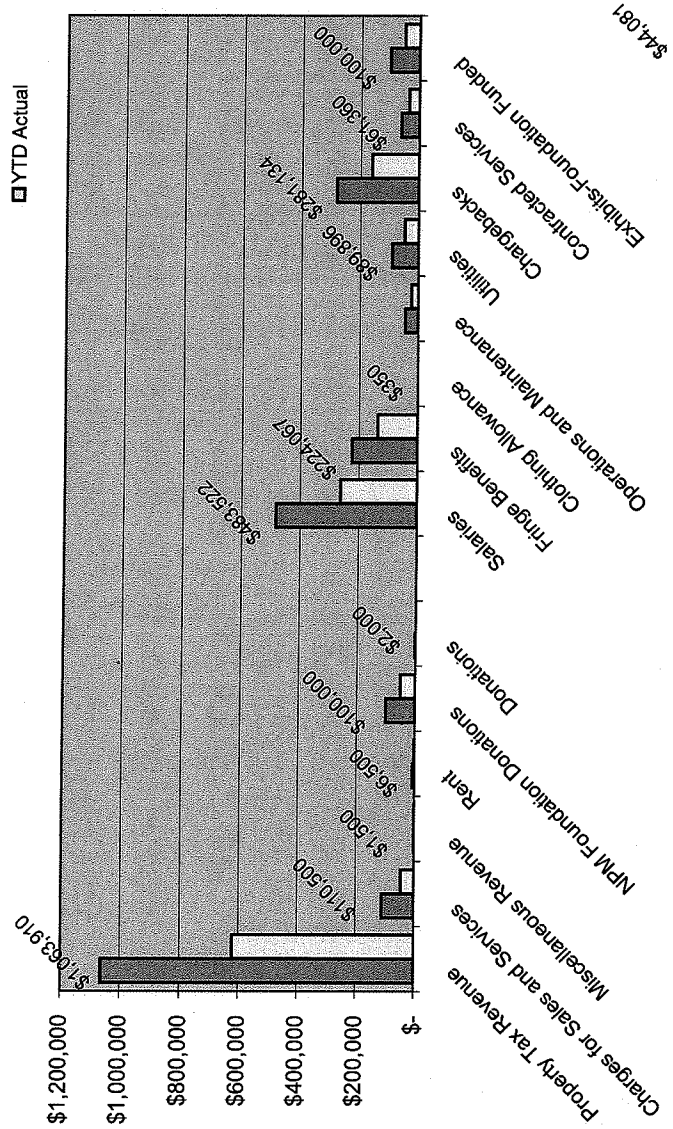
HIGHLIGHTS:Revenues:

Overall revenues are relatively on track given normal fluctuations in the exhibition schedule.

Expenses:

Expenditures are within budget.

	Annual Budget	YTD Actual	% of Budget
Property Tax Revenue	\$ 1,063,910	\$ 620,614	58.33%
Charges for Sales and Services	\$ 110,500	\$ 44,758	40.51%
Miscellaneous Revenue	\$ 1,500	\$ 1,500	100.00%
Rent	\$ 6,500	\$ 2,525	38.85%
NPM Foundation Donations	\$ 100,000	\$ 51,127	51.13%
Donations	\$ 2,000	\$ 354	17.72%
Salaries	\$ 483,522	\$ 262,907	54.37%
Fringe Benefits	\$ 224,067	\$ 136,385	60.87%
Clothing Allowance	\$ 350	\$ -	0.00%
Operations and Maintenance	\$ 44,081	\$ 23,414	53.12%
Utilities	\$ 89,896	\$ 47,615	52.97%
Chargebacks	\$ 281,134	\$ 161,293	57.37%
Contracted Services	\$ 61,360	\$ 35,095	57.19%
Exhibits-Foundation Funded	\$ 100,000	\$ 51,127	51.13%

Museum - through July 31, 2010

Museum Monthly Budget Report through July 31, 2010

Summary

Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget Less YTD Transactions	% Used / Rec'd	Prior YTD Total
<u>Fund: 100 - GF</u>									
<u>Revenues</u>									
PTX - Property taxes	1,063,910.00	0.00	1,063,910.00	88,659.17	0.00	620,614.19	443,295.81	58%	628,163.67
CSS - Charges for sales and services	110,500.00	0.00	110,500.00	8,211.75	0.00	44,758.45	65,741.55	41%	48,837.38
MRV - Miscellaneous revenue	1,500.00	0.00	1,500.00	0.00	0.00	1,500.00	0.00	100%	1,250.00
RNT - Rent	6,500.00	0.00	6,500.00	80.00	0.00	2,525.00	3,975.00	39%	4,115.00
CTB - Contributions	102,000.00	0.00	102,000.00	39.24	0.00	51,481.26	50,518.74	50%	57,984.89
TRI - Transfer in	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
Revenue Totals:	\$1,284,410.00	\$0.00	\$1,284,410.00	\$96,990.16	\$0.00	\$720,878.90	\$563,531.10	56%	\$740,350.94
<u>Expenditures</u>									
PER - Personnel services	483,522.00	0.00	483,522.00	37,306.67	0.00	262,906.90	220,615.10	54%	259,754.80
FBT - Fringe benefits and taxes	224,067.00	0.00	224,067.00	19,100.65	0.00	136,384.64	87,682.36	61%	117,220.33
EMP - Employee costs	350.00	0.00	350.00	0.00	0.00	0.00	350.00	0%	0.00
OPM - Operations and maintenance	44,081.00	0.00	44,081.00	3,169.37	0.00	23,413.78	20,667.22	53%	25,130.33
UTL - Utilities	89,896.00	0.00	89,896.00	7,042.67	0.00	47,615.46	42,280.54	53%	51,595.41
CHG - Chargebacks	281,134.00	0.00	281,134.00	23,291.70	0.00	161,292.95	119,841.05	57%	125,036.10
CON - Contracted services	61,360.00	0.00	61,360.00	4,622.16	26,164.01	35,094.69	101.30	100%	42,211.95
OTH - Other	100,000.00	0.00	100,000.00	0.00	0.00	51,126.89	48,873.11	51%	54,555.07
OUT - Outlay	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
TRO - Transfer out	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
Expenditure Totals:	\$1,284,410.00	\$0.00	\$1,284,410.00	\$94,533.22	\$26,164.01	\$717,835.31	\$540,410.68	58%	\$675,503.99
Revenue Total:	\$1,284,410.00	\$0.00	\$1,284,410.00	\$96,990.16	\$0.00	\$720,878.90	\$563,531.10	56%	\$740,350.94
Expenditure Total:	\$1,284,410.00	\$0.00	\$1,284,410.00	\$94,533.22	\$26,164.01	\$717,835.31	\$540,410.68	58%	\$675,503.99
Fund: 100 Net Total	\$0.00	\$0.00	\$0.00	\$2,456.94	(\$26,164.01)	\$3,043.59	\$23,120.42		\$64,846.95
Revenue Grand Total:	\$1,284,410.00	\$0.00	\$1,284,410.00	\$96,990.16	\$0.00	\$720,878.90	\$563,531.10	56%	\$740,350.94
Expenditure Grand Total:	\$1,284,410.00	\$0.00	\$1,284,410.00	\$94,533.22	\$26,164.01	\$717,835.31	\$540,410.68	58%	\$675,503.99
Grand Total:	\$0.00	\$0.00	\$0.00	\$2,456.94	(\$26,164.01)	\$3,043.59	\$23,120.42		\$64,846.95

Museum Monthly Budget Report through July 31, 2010

Detail

Account Number	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget Less YTD Transactions	% Used / Rec'd	Prior YTD Total
Fund: 100 - GF									
Revenues									
PTX - Property taxes									
4100 - General property taxes	1,063,910.00	0.00	1,063,910.00	88,659.17	0.00	620,614.19	443,295.81	58%	628,163.67
PTX Total:	\$1,063,910.00	\$0.00	\$1,063,910.00	\$88,659.17	\$0.00	\$620,614.19	\$443,295.81	58%	\$628,163.67
CSS - Charges for sales and services									
4600 - Charges and fees	15,000.00	0.00	15,000.00	503.00	0.00	3,427.00	11,573.00	23%	4,069.25
4600.705 - Charges and fees - Daily	95,000.00	0.00	95,000.00	7,598.00	0.00	41,115.80	53,884.20	43%	44,605.49
4601 - Sales	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
4601.004 - Sales - Vending machine	500.00	0.00	500.00	110.75	0.00	215.65	284.35	43%	162.64
CSS Total:	\$110,500.00	\$0.00	\$110,500.00	\$8,211.75	\$0.00	\$44,758.45	\$65,741.55	41%	\$48,837.38
MRV - Miscellaneous revenue									
4190 - Disp of fixed assets - reclass	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
4900 - Miscellaneous	1,500.00	0.00	1,500.00	0.00	0.00	1,500.00	0.00	100%	1,250.00
MRV Total:	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$0.00	\$1,500.00	\$0.00	100%	\$1,250.00
RNT - Rent									
4603.010 - Rent - Buildings	6,500.00	0.00	6,500.00	80.00	0.00	2,525.00	3,975.00	39%	4,115.00
RNT Total:	\$6,500.00	\$0.00	\$6,500.00	\$80.00	\$0.00	\$2,525.00	\$3,975.00	39%	\$4,115.00
CTB - Contributions									
4901 - Donations	2,000.00	0.00	2,000.00	39.24	0.00	354.37	1,645.63	18%	3,429.82
4901.110 - Donations - NPM foundation	100,000.00	0.00	100,000.00	0.00	0.00	51,126.89	48,873.11	51%	54,555.07
CTB Total:	\$102,000.00	\$0.00	\$102,000.00	\$39.24	\$0.00	\$51,481.26	\$50,518.74	50%	\$57,984.89
TRI - Transfer in									
9002 - Transfer in	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
9002.200 - Transfer in - HR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
TRI Total:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
Revenue Totals:	\$1,284,410.00	\$0.00	\$1,284,410.00	\$96,990.16	\$0.00	\$720,878.90	\$563,531.10	56%	\$740,350.94
Expenditures									
PER - Personnel services									
5100 - Regular earnings	483,522.00	0.00	483,522.00	30,894.12	0.00	228,348.40	255,173.60	47%	227,627.57
5102.100 - Paid leave earnings - Paid Leave	0.00	0.00	0.00	6,412.55	0.00	44,468.21	(44,468.21)	+++	32,127.23
5103.000 - Premium - Overtime	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
5109.100 - Salaries reimbursement - Short term disability	0.00	0.00	0.00	0.00	0.00	(9,909.71)	9,909.71	+++	0.00
PER Total:	\$483,522.00	\$0.00	\$483,522.00	\$37,306.67	\$0.00	\$262,906.90	\$220,615.10	54%	\$259,754.80

Museum Monthly Budget Report through July 31, 2010

Detail

Account Number	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	YTD Budget Less Transactions	% Used / Rec'd	Prior YTD Total
<u>FBT - Fringe benefits and taxes</u>									
5110.100 - Fringe benefits - FICA	37,424.00	0.00	37,424.00	2,687.16	0.00	19,702.80	17,721.20	53%	19,332.38
5110.110 - Fringe benefits - Unemployment compensation	786.00	0.00	786.00	0.00	0.00	1,456.00	(670.00)	185%	0.00
5110.200 - Fringe benefits - Health insurance	113,187.00	0.00	113,187.00	11,043.02	0.00	76,997.26	36,189.74	68%	62,234.29
5110.210 - Fringe benefits - Dental Insurance	8,700.00	0.00	8,700.00	812.58	0.00	5,666.67	3,033.33	65%	5,185.29
5110.220 - Fringe benefits - Life Insurance	1,806.00	0.00	1,806.00	0.00	0.00	1,008.05	797.95	56%	885.53
5110.235 - Fringe benefits - Disability insurance	4,715.00	0.00	4,715.00	358.61	0.00	2,492.12	2,222.88	53%	2,448.36
5110.240 - Fringe benefits - Workers compensation insurance	1,146.00	0.00	1,146.00	95.50	0.00	668.50	477.50	58%	182.77
5110.300 - Fringe benefits - Retirement	24,568.00	0.00	24,568.00	1,790.74	0.00	12,562.31	12,005.69	51%	11,661.85
5110.310 - Fringe benefits - Retirement credit	31,735.00	0.00	31,735.00	2,313.04	0.00	15,830.93	15,904.07	50%	15,289.86
FBT Total:	\$224,067.00	\$0.00	\$224,067.00	\$19,100.65	\$0.00	\$136,384.64	\$87,682.36	61%	\$117,220.33
<u>EMP - Employee costs</u>									
5203.100 - Employee allowance - Clothing	350.00	0.00	350.00	0.00	0.00	0.00	350.00	0%	0.00
EMP Total:	\$350.00	\$0.00	\$350.00	\$0.00	\$0.00	\$0.00	\$350.00	0%	\$0.00
<u>OPM - Operations and maintenance</u>									
5300 - Supplies	3,300.00	0.00	3,300.00	0.00	0.00	628.11	2,671.89	19%	4,667.84
5300.001 - Supplies - Office	3,000.00	0.00	3,000.00	209.79	0.00	1,204.61	1,795.39	40%	1,403.40
5300.002 - Supplies - Cleaning and household	4,300.00	0.00	4,300.00	1,127.50	0.00	1,837.51	2,462.49	43%	0.00
5300.003 - Supplies - Technology	6,530.00	0.00	6,530.00	0.00	0.00	6,124.90	405.10	94%	0.00
5300.004 - Supplies - Postage	1,800.00	0.00	1,800.00	200.82	0.00	621.59	1,178.41	35%	481.94
5300.015 - Supplies - Audio visual	2,500.00	0.00	2,500.00	17.76	0.00	1,989.59	510.41	80%	1,987.29
5300.016 - Supplies - Tools & shop	1,000.00	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0%	0.00
5303 - Copy expense	1,500.00	0.00	1,500.00	24.42	0.00	340.52	1,159.48	23%	488.75
5304 - Printing	2,500.00	0.00	2,500.00	284.50	0.00	1,219.92	1,280.08	49%	1,967.50
5305 - Dues and memberships	2,030.00	0.00	2,030.00	125.00	0.00	1,425.00	605.00	70%	1,425.00
5306.100 - Maintenance agreement - Software	9,616.00	0.00	9,616.00	780.47	0.00	5,463.29	4,152.71	57%	9,488.70
5307.100 - Repairs and maintenance - Equipment	1,100.00	0.00	1,100.00	0.00	0.00	90.00	1,010.00	8%	149.05
5307.200 - Repairs and maintenance - Vehicle	200.00	0.00	200.00	0.00	0.00	80.00	120.00	40%	107.59
5308.100 - Vehicle/equipment - Gas, oil, etc.	500.00	0.00	500.00	0.00	0.00	94.44	405.56	19%	4.01
5310 - Advertising and public notice	350.00	0.00	350.00	0.00	0.00	276.00	74.00	79%	264.00

Museum Monthly Budget Report through July 31, 2010

Detail

Account Number	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	YTD Transactions	Budget Less YTD Transactions	% Used / Rec'd	Prior YTD Total
5330 - Books, periodicals, subscription	830.00	0.00	830.00	176.40	0.00	0.00	821.30	8.70	99%	660.34
5340 - Travel and training	500.00	0.00	500.00	0.00	0.00	0.00	7.90	492.10	2%	19.25
5390 - Miscellaneous	2,525.00	0.00	2,525.00	222.71	0.00	0.00	1,189.10	1,335.90	47%	2,015.67
5395.003 - Equipment - nonoutlay - technology	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
OPM Total:	\$44,081.00	\$0.00	\$44,081.00	\$3,169.37	\$0.00	\$0.00	\$23,413.78	\$20,667.22	53%	\$25,130.33
UTL - Utilities										
5501 - Electric	56,551.00	0.00	56,551.00	6,687.86	0.00	0.00	30,087.53	26,463.47	53%	29,585.93
5502 - Gas, oil, etc.	26,000.00	0.00	26,000.00	93.70	0.00	0.00	11,693.28	14,306.72	45%	14,820.72
5503 - Water & sewer	3,345.00	0.00	3,345.00	261.09	0.00	0.00	1,887.71	1,457.29	56%	2,192.50
5505 - Telephone	4,000.00	0.00	4,000.00	0.02	0.00	0.00	1,594.94	2,405.06	40%	2,252.26
5507 - Other utilities	0.00	0.00	0.00	0.00	0.00	0.00	2,352.00	(2,352.00)	+++	2,744.00
UTL Total:	\$89,896.00	\$0.00	\$89,896.00	\$7,042.67	\$0.00	\$0.00	\$47,615.46	\$42,280.54	53%	\$51,595.41
CHG - Chargebacks										
5600 - Indirect cost	224,863.00	0.00	224,863.00	18,738.58	0.00	0.00	131,170.06	93,692.94	58%	95,832.94
5601.100 - Intra-county expense - Information services	46,330.00	0.00	46,330.00	3,724.70	0.00	0.00	24,323.99	22,006.01	53%	23,339.47
5601.200 - Intra-county expense - Insurance	9,941.00	0.00	9,941.00	828.42	0.00	0.00	5,798.90	4,142.10	58%	5,863.69
CHG Total:	\$281,134.00	\$0.00	\$281,134.00	\$23,291.70	\$0.00	\$0.00	\$161,292.95	\$119,841.05	57%	\$125,036.10
CON - Contracted services										
5700 - Contracted services	1,000.00	0.00	1,000.00	81.70	326.80	0.00	571.90	101.30	90%	490.20
5704 - Security	60,360.00	0.00	60,360.00	4,540.46	25,837.21	0.00	34,522.79	0.00	100%	41,721.75
5708 - Professional services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
CON Total:	\$61,360.00	\$0.00	\$61,360.00	\$4,622.16	\$26,164.01	\$0.00	\$35,094.69	\$101.30	100%	\$42,211.95
OTH - Other										
5803 - Donated items	100,000.00	0.00	100,000.00	0.00	0.00	0.00	51,126.89	48,873.11	51%	54,555.07
OTH Total:	\$100,000.00	\$0.00	\$100,000.00	\$0.00	\$0.00	\$0.00	\$51,126.89	\$48,873.11	51%	\$54,555.07
OUT - Outlay										
6190 - Disposition of fixed assets	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
OUT Total:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
TRO - Transfer out										
9003.100 - Transfer out - General Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
TRO Total:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
Expenditure Totals:	\$1,284,410.00	\$0.00	\$1,284,410.00	\$94,533.22	\$26,164.01	\$0.00	\$717,835.31	\$540,410.68	58%	\$675,503.99
Revenue Total:	\$1,284,410.00	\$0.00	\$1,284,410.00	\$96,990.16	\$0.00	\$0.00	\$720,878.90	\$563,531.10	56%	\$740,350.94
Expenditure Total:										

Museum Monthly Budget Report through July 31, 2010

Detail

Account Number	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	YTD Transactions	Budget Less YTD Transactions	% Used / Rec'd	Prior YTD Total
Fund: 100 Net Total	\$1,284,410.00	\$0.00	\$1,284,410.00	\$94,533.22	\$26,164.01	\$717,835.31	\$717,835.31	\$540,410.68	58%	\$675,503.99
	\$0.00	\$0.00	\$0.00	\$2,456.94	(\$26,164.01)	\$3,043.59	\$3,043.59	\$23,120.42		\$64,846.95
Revenue Grand Total:	\$1,284,410.00	\$0.00	\$1,284,410.00	\$96,990.16	\$0.00	\$720,878.90	\$720,878.90	\$563,531.10	56%	\$740,350.94
Expenditure Grand Total:	\$1,284,410.00	\$0.00	\$1,284,410.00	\$94,533.22	\$26,164.01	\$717,835.31	\$717,835.31	\$540,410.68	58%	\$675,503.99
Grand Total:	\$0.00	\$0.00	\$0.00	\$2,456.94	(\$26,164.01)	\$3,043.59	\$3,043.59	\$23,120.42		\$64,846.95

Education & Recreation Meeting
9/2/10

Museum Report

Grant

Institute of Museum and Library Services: cataloging the *Green Bay Press-Gazette* negative collection owned by the Neville. We hope to have the two staff covered by the grant ready to go by Oct. 1.

Programs

During Tall Ships Festival, Tall Ship Craft Days offered each day and noted in *Green Bay Press-Gazette*, "Baylake Bank Tall Ship Festival" (8/12/10) and "Tall Ship Craft Days" (8/14/10)

Neville Public Museum Foundation Report

Membership

- Memberships grown to 736
- Membership Campaign for Learning in Retirement:
730 letters and brochures being sent

Events

- 66th Art Annual reception, September 10th

Misc.

- E-newsletter—monthly to 3,143 emails
- Face Book Fans—310 fans
- Twitter—112 followers
- YouTube—5 videos

Brown County
Parks

Budget Status Report
7/31/2010

	Annual Budget	YTD Actual
Personnel Services	\$ 857,188	490,760
Fringe Benefits and Taxes	\$ 370,429	233,284
Salaries Reimbursement	\$ -	-
Employee Costs	\$ 5,380	2,261
Operations & Maintenance	\$ 420,805	252,417
Utilities	\$ 138,792	59,530
Chargebacks	\$ 227,372	130,826
Contracted Services	\$ 106,460	70,451
Other	\$ 18,000	18,000
Outlay	\$ 121,800	36,497
Transfer Out	\$ -	-
Property Taxes	\$ 1,390,868	811,340
Intergovernmental	\$ 72,758	79,360
Charges For Sales and Service	\$ 207,300	127,607
Miscellaneous Revenue	\$ 17,550	15,601
Rent	\$ 356,750	280,044
Charges to County Departments	\$ 115,000	59,737
Transfer In	\$ 106,000	-

HIGHLIGHTS:

Budget on track at this point

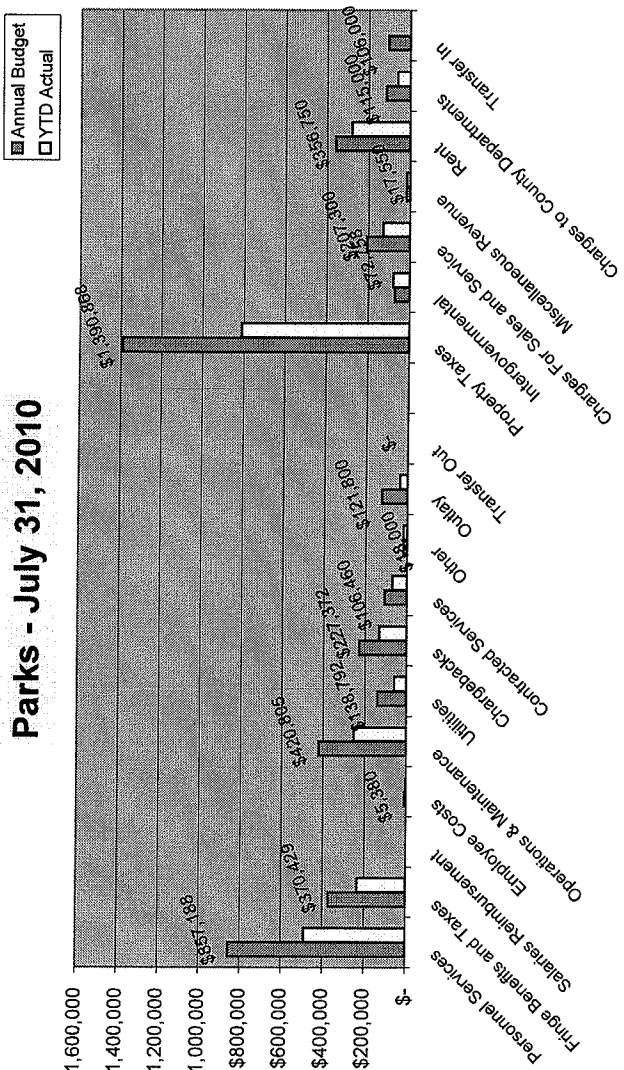
Expenses:

Total expenses to date: \$1,294,027

Revenues:

Total revenues to date: \$1,373,688

Parks - July 31, 2010



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Note: Total cost is based on 29ga material with all options incorporated into the project.

DIRECTOR'S REPORT

Facility & Park Management

July 2010



Marv Hanson

Fairgrounds

- Park security, Park inventory & daily campground monitoring
- Process maintenance work orders
- Host for commercial events (JBS Packerland picnic, FMCA camping event, two Hmong festivals, weekly dog training for Packerland Kennel and 4H Tailwaggers)
- Lean Training – shop organization
- High lift training
- Landscape in front of Fair Office

Neshota Park

- Cleaning, security checks and Park inventory
- Weekly shelter rentals
- Remove tree branches/brush from hiking/horse trail
- Repair water valve to supply line
- Closed hiking/horse trails for 4 days due to wet conditions, trails are currently opened
- Replaced swing seats

Way-Morr Park

- Cleaning, security checks and Park inventory
- Weekly shelter rentals
- Painted east restroom interior walls and floors
- Painted west restroom floors
- Replaced all swing seats and S-hooks

Lily Lake

- Boat launch collection and enforcement
- Cleaning, security checks and Park inventory
- Pain parking lines on parking lot
- Repairs to west fishing dock
- Repairs to grounds and portable restrooms due to vandalism

Wrightstown Park

- Cleaning, security checks and Park inventory
- Boat launch collection and enforcement
- Weekly grass cutting and grounds maintenance
- Waterboard Warriors bi-weekly ski show (Tuesday and Thursdays) and evening ski show on June 24
- Closed boat launch temporarily due to flooding

Fonferek Glen

- Cleaning, security checks and Park inventory
- Monthly sign inventory checklist
- Meeting with Town of Ledgeview officials on entrance into Fonferek Park

Matt Kriese

Barkhausen

- Animal husbandry duties
- Hosted Green Bay Duck Hunters meeting
- Worked on updating three displays in the Interpretive Center
- Training of employees
- Updated MSDS information and compiled a list of hazardous chemicals
- Staff attended lift truck training
- Performed preventative maintenance according to archibus system
- Trail side mowing and dike top mowing
- Weekly trail inspections

Special Events or Programs

- Summer environmental education program – 253 attendees

Volunteer Projects

- Invasive species work – 3 volunteers for 12 hours
- General Interpretive Center work – 2 volunteers for 16 hours

Suamico Boat Launch

- Liquid edge areas with herbicide treatment
- Grounds maintenance/repair washouts as necessary
- Fee collections and enforcement as necessary
- Began obtaining estimates/bids for lot sealing and crack filling

Fox River Trail

- Trail side mowing with rental unit
- Check for and repair washouts after rains
- Weekly train inspections
- Fee collection and enforcement
- On-going vegetative management
- Trail under Highway 172 re-surfaced after construction above was completed – performed by Lunda
- Began researching trail counters for replacement

Mountain-Bay Trail

- Trail side mowing with rental unit
- Construction at Glendale crossing, re-directing the roadway
- Checked for and repaired washouts after rains
- Re-surfaced several sections of trail by grading and/or adding gravel
- Maintain dog waste stations
- Weekly trail inspections

Devil's River Trail

- Trail inspection as needed

Special Events or Programs

- Fox River Trail Adopt-A-Group clean up – 11 volunteers, 15 hours

Rick Ledvina

Bay Shore Park

- Continued to cut downed wood for sales in campground
- Completely weed-eated entire park with work crew from Jail, brushed back trails and along edge of boat landing
- Boat landing has been very busy creating parking problems on top of hill
- Tilled field and sand volleyball courts

Brown County Park/Pet Exercise Area

- Removed trees for firewood at Bay Shore
- Repaired fence line so the dogs wouldn't get out
- Repaired all requests from the Dog Park Association
- Leveled, added black dirt fill and laid sod down on all new areas from pathway installation

Pamperin Park

- The mowing crew is cutting all designated areas as needed
- Continued on our housekeeping procedures for shop area
- Weed-eated and sprayed all designated areas in all park areas that our mowing crew cuts
- Added black dirt and sod in disturbed area from additional sidewalk by soda machine
- Gazebo was weeded, fertilized and maintained at the highest standard allowed. Rentals are up and it is in the best shape ever.

VandeHei Property

- We currently do security checks of the facility on a regular basis to maintain the integrity of the park

Wequiock Falls

- Work crew weed-eated and brushed back pathway to observation deck and overlook
- Opened restrooms and Park is ready for use

Jon Rickaby

Reforestation Camp

- Work orders completed this month: 90
- Regular rentals and Park and Zoo building cleaning
- Installed/replaced bridge lattice on Trout Unlimited Bridge
- Mowed the trailhead, septic system, Rifle Range, ditches and Lodge areas
- Repaired numerous trail hazards due to the rain and wind
- Cut, pruned and chipped lower branches on park spruce trees to create more shade areas for picnickers
- Hosted the Brown County Employee Picnic
- Security and pass collections
- Staff trained on the emergency action plan as well as harassment training
- Monthly MSDS updating and records
- Organization of maintenance areas
- Power-washed the exterior portion of the Ski Lodge
- Removed multiple trees from wind damage on the mountain bike trails
- Established, repaired, mowed a race course for the Zoo Run Run. The manager lead the race.
- Staffed the Zoo Palooza
- Ground stumps in the Park and Zoo and did clean up
- Mar-an-Dol tours
- Replaced a belt on John Deere tractor
- All inspections and related repairs
- Obtained a budgeted salt spreader for the ¾ ton pick up truck
- High lift training
- Repairs to sewer ejector pumps
- Mowing of animal yards
- Many electrical locates
- Closed the mountain bike trails for two days due to rain and trail damage repairs

Volunteer Hours

- 17.5 hours on mountain bike trail work

Brown County
Library
Budget Status Report
6/30/2010

	Annual Budget	YTD Actual
Property Taxes	\$ 6,609,353	\$ 3,304,676
Intergovtl Revenue	\$ 136,097	\$ 99,112
Charges for sales and services	\$ 319,560	\$ 165,160
Intergovtl charges for services	\$ 1,346	\$ 1,377
Miscellaneous Revenue	\$ 7,000	\$ 538
Rent	\$ 104,966	\$ 49,951
Contributions	\$ 22,420	\$ 4,496
Transfer In	\$ 462,598	\$ -
Personnel services	\$ 3,033,237	\$ 1,385,780
Fringe benefits and taxes	\$ 1,509,905	\$ 674,995
Salaries reimbursement	\$ -	\$ -
Employee costs	\$ 1,530	\$ 495
Operations & Maintenance	\$ 1,679,716	\$ 673,828
Insurance Costs	\$ -	\$ -
Utilities	\$ 404,542	\$ 166,754
Chargebacks	\$ 814,532	\$ 369,622
Contracted services	\$ 93,735	\$ 46,522
Other	\$ -	\$ -
Outlay	\$ 104,143	\$ 102,643
Transfer Out	\$ 22,000	\$ -

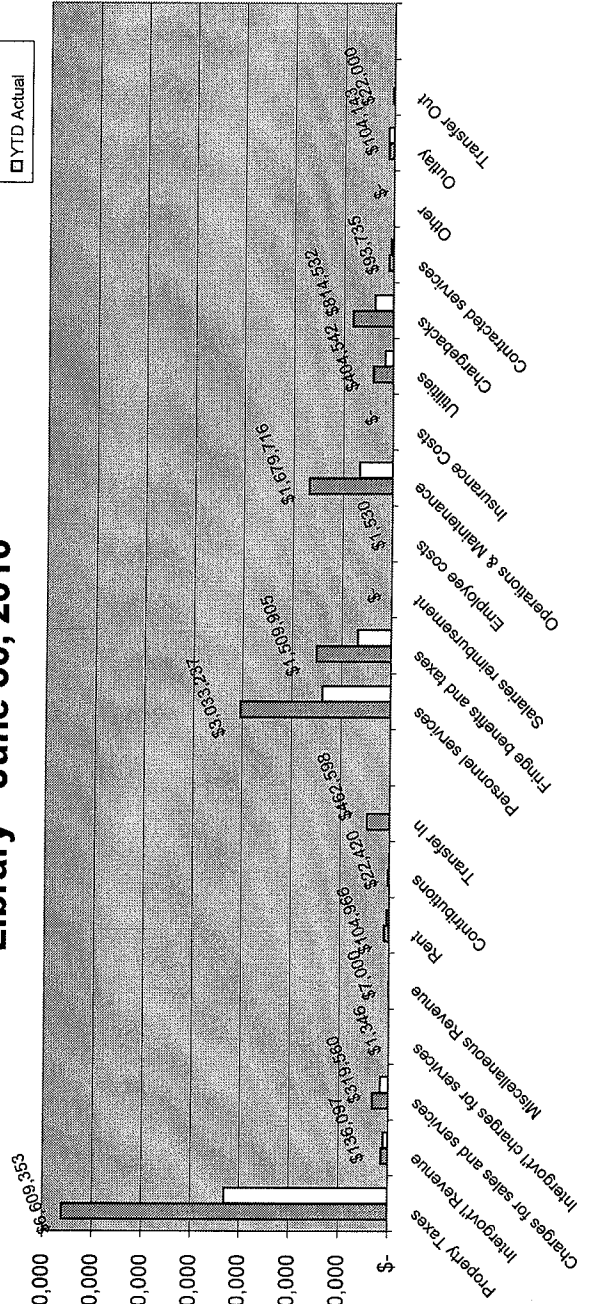
HIGHLIGHTS:

Revenues: Our actual revenue varies from our budget primarily by the 2009 carryover. Carryover is reflected in budget but not in actual, accounting for most of our variance.

Expenses: Funds were carried over for library automation projects, self-checks, book purchases, a direct digital controller, delivery services, energy conservation, and maintenance projects identified within the Boldt engineering assessment.

Library - June 30, 2010

■ Annual Budget
□ YTD Actual



Brown County
Library

Budget Status Report
7/31/2010

	Annual Budget	YTD Actual
Property Taxes	\$ 6,609,353	\$ 3,855,456
Intergov't Revenue	\$ 136,097	\$ 124,206
Charges for sales and services	\$ 319,560	\$ 197,936
Intergov't charges for services	\$ 1,346	\$ 1,377
Miscellaneous Revenue	\$ 7,000	\$ 3,137
Rent	\$ 104,966	\$ 60,055
Contributions	\$ 22,420	\$ 4,496
Transfer In	\$ 462,598	\$ -
Personnel services	\$ 3,033,237	\$ 1,692,296
Fringe benefits and taxes	\$ 1,509,905	\$ 798,677
Salaries reimbursement	\$ -	\$ -
Employee costs	\$ 1,530	\$ 560
Operations & Maintenance	\$ 1,679,716	\$ 796,469
Insurance Costs	\$ -	\$ -
Utilities	\$ 404,542	\$ 189,137
Chargebacks	\$ 814,532	\$ 435,389
Contracted services	\$ 93,735	\$ 53,655
Other	\$ -	\$ -
Outlay	\$ 104,143	\$ 102,643
Transfer Out	\$ 22,000	\$ 22,000

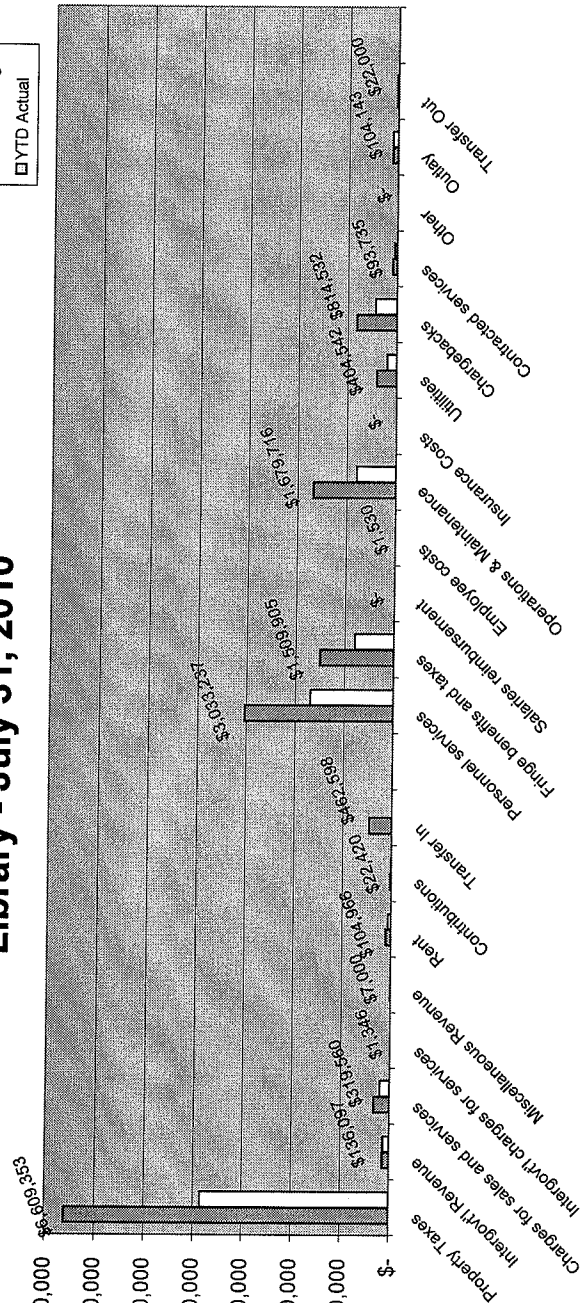
HIGHLIGHTS:

Revenues: Our actual revenue varies from our budget primarily by the 2009 carryover. Carryover is reflected in budget but not in actual, accounting for most of our variance.

Expenses: Funds were carried over for library automation projects, self-checks, book purchases, a direct digital controller, delivery services, energy conservation, and maintenance projects identified within the Boldt engineering assessment.

Library - July 31, 2010

■ Annual Budget
□ YTD Actual



Brown County

Golf Course

Budget Status Report

7/31/2010

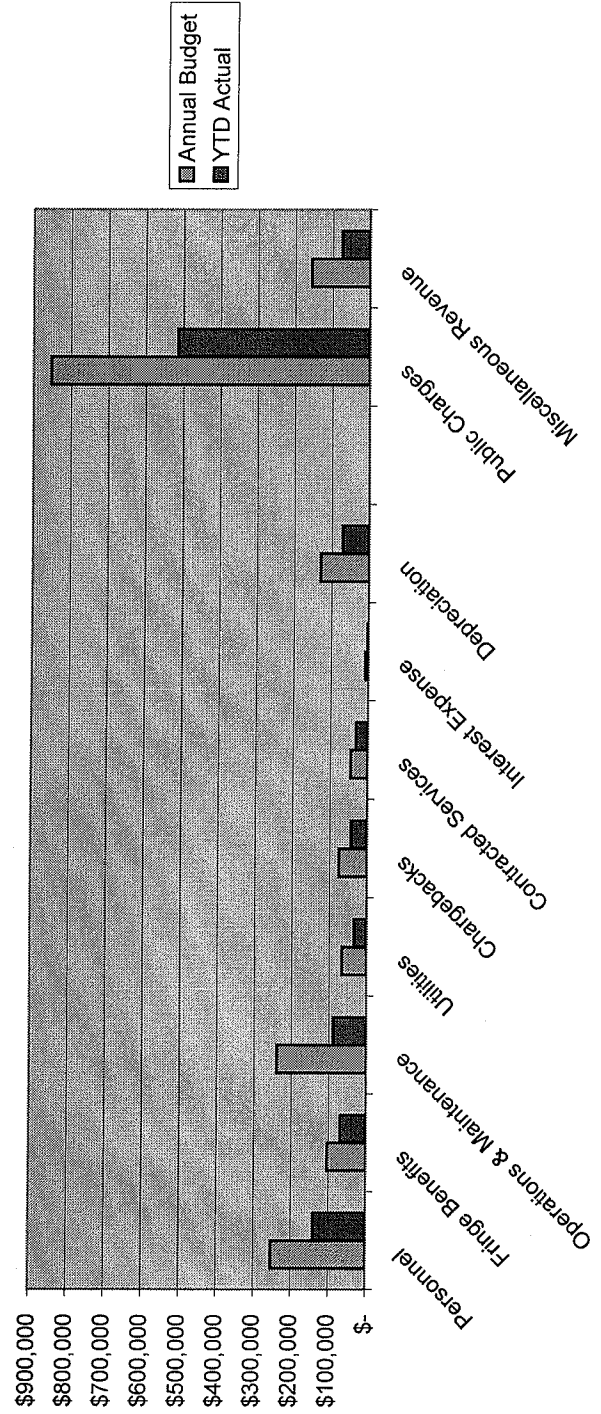
	Annual Budget	YTD Budget	YTD %
Personnel	\$ 253,100	\$ 140,569	56
Fringe Benefits	\$ 103,068	\$ 68,739	67
Operations & Maintenance	\$ 238,704	\$ 88,681	37
Utilities	\$ 65,730	\$ 32,911	50
Chargebacks	\$ 74,909	\$ 42,815	57
Contracted Services	\$ 44,812	\$ 31,004	69
Interest Expense	\$ 8,131	\$ 2,804	34
Depreciation	\$ 128,875	\$ 70,518	55
Public Charges	\$ 853,000	\$ 514,780	60
Miscellaneous Revenue	\$ 155,501	\$ 73,873	47

HIGHLIGHTS:

Revenues and expenses are well within budgeted amounts. The golf course is a seasonal operation that runs from April to November.

The Golf Course is an Enterprise Fund that returns \$62,060 to the general fund.

Golf Course Budget Analysis July 31, 2010



**GOLF COURSE FINANCIAL STATISTICS
AS OF AUGUST 15, 2010**



GOLF COURSE REVENUE:

	TOTAL PLAYERS	TOTAL REVENUE
2010 YTD	23,635	424,241.75
2009 YTD	24,167	468,265.10 *
2008 YTD	24,687	468,168.50 *

PASSES PURCHASED:

		PASSES SOLD	TOTAL REVENUE	
ADULTS	1,250	77	96,250.00	
HUSBAND AND WIFE	2,250	3	6,750.00	
SR CITIZEN (62+)	1,124	37	41,588.00	
SR HUSBAND AND WIFE	2,023	2	4,046.00	
ADULT 18-22	650	3	1,950.00	
JUNIOR (18 & UNDER)	956	0	0.00	
LIMITED JUNIOR	300	26	7,800.00	
FREE ADULT PASS	(1,250)	0	0.00	
TOTAL PASSES		<u>148</u>	<u>158,384.00</u>	
REFUNDED PASSES			0.00	
REVENUE FROM GC & DUPLICATE PASSES			1,854.00	
REVENUE FROM DAILY PLAY			<u>424,241.75</u>	2009 YTD
TOTAL REVENUE RECEIVED			<u><u>584,479.75</u></u>	611,937.35

PRO-SHOP SHARED REVENUE (CARTS):

	COUNTY SHARE
2010 YTD	38,643.75
2009 YTD	40,836.15 *
2008 YTD	38,806.45 *

SAFARI STEAKHOUSE SHARED REVENUE:

	COUNTY SHARE
2010 YTD	69,340.96
2009 YTD	71,230.08
2008 YTD	67,336.58

* Effective for the week ending 4/19/09, YTD golf course comparison numbers for 2009 and 2008 were reported weekly, not daily. Because of this, the YTD comparison numbers from this point forward for 2009 and 2008 may include a variance of 1 to 2 days.